

E N E R G Y E F F I C I E N C Y A N D R E N E W A B L E E N E R G Y L O A N P R O G R A M

**FINANCING FOR ENERGY EFFICIENCY AND
RENEWABLE ENERGY PROJECTS**

A G R I E N E R G Y L O A N A P P L I C A T I O N

Rick Snyder, Governor

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How Do You Define an Energy Efficiency Project?

Energy projects may involve one or more the activities listed below:

- Lighting (e.g. fluorescent T8s/T5s, occupancy/motion sensors, etc.)
- Mechanical systems (i.e. heating, cooling and ventilation equipment)
- Water heating and pumping systems
- Advanced control systems
- Smart Metering systems
- Insulation, sealing, and other building envelope improvements
- Boiler or furnace replacement with a more efficient unit
- Solar Electricity/Photovoltaic
- Wind Turbine
- Solar Thermal
- Ground Source Heat Pumps
- Combined Heat and Power Systems
- Biomass Thermal

Other activities that meet the federal Department of Energy's definition of energy efficiency will be considered.

Are You Eligible?

- Small Businesses
- Not-for-Profits

Projects must involve an activity and/or installation or deployment of a commercially available and proven technology at buildings, facilities, and properties. Work already completed is ineligible.

When Can You Start Your Project?

Applicants can start work once the loan agreement is signed by the Michigan Strategic Fund (MSF) Manager. **Only project-related costs that are incurred and paid for after MSF's loan execution may be included in the loan request.**

Applicants assume all financial risk should the MSF not approve the application or if all loan documents are not executed. If the loan is not approved or executed, the MSF is not responsible for reimbursement of any costs.

How Much is Available?

Please call for latest funding availability. Loan amounts will be between \$20,000 and \$500,000 and are limited to materials, supplies and equipment costs only.

When Should You Submit Your Application?

This solicitation is open until funds are depicted. Applications for funding will be reviewed by an evaluation committee, and awarded based on project merit and applicant creditworthiness. The solicitation is posted by the Michigan Energy Office under auspicious of the MSF. The Michigan Energy Office reserves the right to close the solicitation period at any time.

Criteria for Loan Approval

Applicants must meet credit standards determined by the Michigan Energy Office. Additional information may be requested during the negotiation process.

Interest Rate

Interest on approved loans is fixed at 4% for a maximum of 6 years.

Repayment Terms

Only interest payments will be collected on disbursed loan funds for the first six (6) months starting from the closing date on the loan agreement.

After the first six months, loan repayments are made in equal semi-annual installments of principal and interest concluding not later than 6 years after the agreement date.

There is no penalty for early repayment.

Loan Security Requirements

A promissory note, loan agreement and security agreement are required to secure the loan. The security interest is limited to the materials, supplies and equipment purchased with loan funds.

How Are Funds Disbursed?

The funds are available on a reimbursement basis. Loan disbursements will be made upon the submission of the vendor's invoice as well as the other required loan deliverables. Proof of payment is required within 30 days of each loan disbursement.

Loan Agreement

A copy of the complete loan agreement with all exhibits is available for downloading as an Adobe Acrobat Portable Document Format (PDF) or Microsoft Word document upon request.

How Do You Apply?

Unless otherwise specified in the “Other Information” column, submit the information shown below.

Your application must be complete before processing can begin. For incomplete applications, information must be received within a specific time or the application will be returned unprocessed.

Applications are deemed complete if they include all necessary documentation to verify eligibility and compliance with all the requirements as discussed below:

Application Package Items
1. Completed and signed loan application
2. Copy of quote/estimate of the equipment, materials and/or supplies cost
3. Business plan
4. Copy of farm energy audit
5. NEPA compliance form (see attachment)
6. W-9 Form
7. Last 3 years of tax returns and Schedule F
8. Cash flow projections for loan term
9. Financial balance sheet & income statement
10. Copy of landowner/applicants driver's license
11. Certificate of good standing (call LARA 517.241.6470)
12. Articles of Incorporation < http://www.dleg.state.mi.us/bcs_corp/sr_corp.asp >



Where Do I Submit My Application?

Send your application package with the specified copies to:

Michigan Strategic Fund
Attn: AgriEnergy Loan Program
300 North Washington
Lansing, MI 48913



Who Do I Call?

To discuss, funding availability, and application requirements, contact:

Terri Novak
novakt@michigan.gov
517.930.3170

A copy of the loan agreement is available for downloading as an Adobe Acrobat Portable Document Format (PDF) or Microsoft Word document upon request.

Note: Evaluation Committee staff will review your loan application. It may be necessary to arrange a site visit to discuss your project and loan request.

1. APPLICANT INFORMATION

Applicant ¹ :		
Mailing Address:	City:	Zip:
On-site Address:	City:	Zip:
County:		
Contact Person ² :	Title:	
E-mail:	Phone:	Project Total:
DUNS No.: ³	FEIN:	Loan Request:

2. PROJECT INFORMATION

A. General Company Information

¹ Applicant must be authorized to be the negotiator for the loan

² Please provide if the contact person is different from the applicant

³ Please provide your DUNS number if available. A DUNS number is provided by the Dun & Bradstreet Credibility Corp. and will be needed before funds can be disbursed. Please refer to the following website to set up your DUNS number www.smtallbusiness.dnb.com.

B. Personnel

Identify the key personnel to be involved with this project, by name and title, and provide their qualifications.

C. Project Objectives

Provide a clear, concise statement of the objectives of the proposed project. Also include objective(s) for each phase of the work. Please include projected energy savings in KWhr and/or BTU for each energy efficiency measure to be financed in part or whole with the loan.

D. Work Plan

Describe in narrative form the work plan and project schedule with required tasks for accomplishing the work proposed.

Note: All work performed must comply with the Davis-Bacon Act and Buy American Act.

3. PROJECT SCHEDULE

Tentative project Start date:
Tentative project completion date:

4. PROJECT BUDGET

Total project costs (include all installation costs):
Amount requested from MEO (include only materials and equipment):

A budget narrative must be provided that identifies the budget line item and number, provides a detailed description for each, and includes individual unit prices, please contact the Michigan Energy Office for the budget template.

5. WHERE DID YOU HEAR ABOUT OUR PROGRAM?

Please tell us where you heard about our loan program.

- ☐ Michigan Economic Development Corporation Website
- ☐ Michigan Energy Office Presentation
- ☐ Literature at Trade Show or Workshop
- ☐ Recommendation by Another Public Agency
- ☐ Other (please specify) _____

6. CERTIFICATION

To the best of my knowledge and belief, the information in this application are correct and complete.

Name of Authorized Representative:		
Title:		
Signature of Authorized Representative:		
Date:	Phone:	Email: